



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY CADET COMMAND
FORT MONROE, VIRGINIA 23651-5000

REPLY TO
ATTENTION OF

ATCC-RR (71-32)

2 Nov 00

MEMORANDUM FOR

Commander, First Region (ROTC), U.S. Army Cadet Command,
ATTN: ATOA-RML, Fort Bragg, NC 28308-5000
Commander, Second Region (ROTC), U.S. Army Cadet Command,
ATTN: ATOB-RML, Fort Knox, KY 40121-5610
Commander, Fourth Region (ROTC), U.S. Army Cadet Command,
ATTN: ATOD-RML, Fort Lewis, WA 98433-7100

SUBJECT: IMPAC Credit Card Usage by Bonded and Contracted
Employees

1. A determination has been made that bonded university/college employee and contracted (MPRI) employees cannot be issued an IMPAC credit card. In addition, these types of employees cannot be designated as IMPAC Approving/Billing Officials.
2. In an effort to ease the acquisition process at these battalions, Cadet Command sought an exception to policy from TRADOC to allow bonded university/college employees and contracted employees to use the IMPAC card. TRADOC did not grant the exception to policy for either university or ROTC contract employees.
3. According to the Federal Acquisition Regulation (FAR) 13.301 and FAR 1.603.3, only a government employee (military or civilian) can use the purchase card. Contract and bonded employees may select, organize and retrieve supplies and services for battalions. However, to complete the purchase, only a government employee is allowed to sign the IMPAC card receipt or telephonically assign IMPAC card numbers to purchases.
4. The current government staff level can support IMPAC

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5. Ensure widest dissemination of this information to brigades,
and senior battalions.

6. Point of contact is Pat Grizzle at DSN 680-680-3936,
(757) 727-3936 or FAX 2692.

FOR THE COMMANDER:

/ SIGNED /

CHARLES P. LAMBERT
Colonel, GS
Chief of Staff